

# **SUPPORTING STATEMENT FOR PAPERWORK REDUCTION ACT SUBMISSION**

## **Sports & Culture Evaluation, Kennedy Center (KC) Cultural Visitors Survey SV2011-0015**

OMB CONTROL NUMBER: 1405-XXXX

### **B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

1. The potential respondent universe will be 103 exchange participants from the KC Cultural Visitors Program. The anticipated response rate for this collection is 51%.
2. This information collection will consist of one set survey that will be administered to participants from the KC Cultural Visitors Program conducted between the years of 2005 and 2009. The statistical methodology used will be via census.
3. All data collection methods are tailored to fit the prevailing political, cultural, safety, security, and accessibility conditions in each country in which participants are located. Initial contact with prospective respondents is conducted through e-mails or letters, and, when possible, telephone calls are also made. Follow-up reminders sent periodically to non-respondents encourage them to respond. Using such methods has in our previous experiences stimulated response rates.

ECA/P/V also is utilizing methods, procedures, and specific data collection questions when applicable that have been used on previous information collections. The purpose is to ensure clarity, brevity, relevance, user-friendliness, understandability, and sensitivity to a respondent's culture and the political climate in which they live. This has been useful for clarifying instructions and questions, refining the response categories, and adding new questions when necessary. We believe that each of these activities help to achieve higher response rates.

Additionally, ECA/P/V data is only representative of the evaluation's respondents and therefore all analysis of results and future reports will be clearly linked to only the universe that was surveyed.

4. Currently, there are no tests of procedure or methods in place.
5. The ECA/P/V individual managing this evaluation's external contractor who will be collecting the data and analyzing the information is Melinda Pitts, 202-632-6317.